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Universities and Minority Institutions Program

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| 13. ABSTRACT (Maximum 200 Words)<br><br>The United Negro College Fund Special Programs Corporation (UNCFSP) Infrastructure Development Assistance Program (IDAP) completes its third year of the four-year Department of Defense Cooperative Agreement DAMD17-98-2-8012, awarded May 1, 1998 and has met the conditions as required under the agreement for this reporting period. IDAP provides technical assistance to those Accredited Postsecondary Minority Institutions recognized by the Department of Education. Technical assistance is rendered to Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), American Indian Tribal Colleges and Universities (TCUs), and other Minority Institutions (MIs), using various mechanisms including but not limited to conferences and workshops. The goal of IDAP is to assist in strengthening the capability of minority institutions to participate in DoD initiatives, educational programs, research and development efforts, and other contract/grant opportunities. |   |  |   |  |
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**DEPARTMENT OF DEFENSE  
Technical Assistance Program (TAP)**

**INTRODUCTION**

During the past year, The United Negro College Fund Special Programs Corporation (UNCFSP) Infrastructure Development Assistance Program (IDAP) has supported the Department of Defense's Technical Assistance Program (TAP). The mission of the TAP is to establish a comprehensive technical assistance and infrastructure development program that assists in strengthening the capability of Minority Institutions to participate in DoD initiatives, educational programs, research and development efforts, and other contract/grant opportunities. IDAP has met the conditions as required under Cooperative Agreement DAMD17-98-2-8012 and has successfully supported Minority Institutions through providing conferences, workshops, and "hands-on" training to increase their capability to compete for DoD programs and initiatives.

## **BODY**

IDAP has completed the third year of the Department of Defense Cooperative Agreement, awarded May 1, 1998. This program supports all Minority Institutions recognized by the Department of Education's Accredited Postsecondary Minority Institutions list, to include Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), American Indian Tribal Colleges and Universities (TCUs) and Minority Institutions (MIs). IDAP subcontracts to the following organizations to provide technical assistance:

- **National Association for Equal Opportunity in Higher Education (NAFEO)**
- **Hispanic Association of Colleges and Universities (HACU)**
- **American Indian Higher Education Consortium (AIHEC)**

These organizations serve as advocates for their respective constituencies by enhancing federal, private and public sector relations and addressing legal issues. Brief summaries of the missions and objectives of the aforementioned organizations as they pertain to the DoD HBCU/MI Technical Assistance Program are highlighted below.

**The National Association for Equal Opportunity in Higher Education (NAFEO)** represents 118 of the nation's historically and predominantly Black colleges and universities. Its mission is to champion the interests of Historically Black Colleges and Universities through the executive, legislative, regulatory and judicial branches of federal & state governments. NAFEO's role in the DoD Technical Assistance Program:

- Serves as primary focal point for the Federal/DoD Donated and Surplus Property Program and provides direct technical assistance to the nation's HBCUs/MIs identified on the Department of Education's annual listing.
- Conducts excess and donated property searches to fill needed property requirements for HBCUs/MIs.
- Facilitates the actual reutilization, transfer, and donation of excess Federal/DoD property in accordance with an existing negotiated agreement with the Defense Reutilization and Marketing Services.
- Coordinates with the General Services Administration (GSA), other federal and state agencies, and the HBCUs/MIs to ensure that adequate operational procedures for the Donated Property Program are developed, published, disseminated, and utilized to accommodate the valid transfer and usage of properties.
- Assists in coordinating requirements, to include NAFEO presentations, and the involvement of NAFEO member institutions for all the annual conferences that will be conducted in support of DoD's Technical Assistance Program for HBCUs/MIs.

**The Hispanic Association of Colleges and Universities (HACU)** represents more than 270 colleges and universities with high Hispanic student enrollment in the U.S., Puerto Rico, Latin America, and Spain. HACU's mission is to promote the development of member colleges and universities; to improve access to and the quality of post-secondary educational opportunities for Hispanic students; and to meet the needs of business, industry and government through developing and sharing resources, information and expertise. HACU's role in the DoD Technical Assistance Program:

- Serves as the primary focal point for providing technical assistance to the nation's Hispanic Serving Institutions (HSIs) of higher education.
- Coordinates with HSIs to determine technical assistance requirements; identifies competitive contract/grant and other educational program opportunities throughout the DoD; assists in providing instructions in proposal development/writing and project administration.
- Assists in the coordination of workshops, conferences, meetings and consolidates/edits quarterly activity reports and newsletters.
- Understands the mission, programs, and contract/grant procedures of DoD.
- Increases the number and competitiveness of HSI proposals in response to DoD initiatives and programs by assisting in developing their ability and expertise to better identify and participate in DoD grant opportunities.
- Gathers, coordinates, and disseminates information to its member institutions and to other HSIs.
- Assists with coordination requirements, to include HACU presentation and involvement of HACU member institutions as well as other HSIs for all annual conferences and/or regional workshops in support of DoD's Technical Assistance Program.

**The American Indian Higher Education Consortium (AIHEC)** represents 31 colleges in the United States and one Canadian institution. AIHEC's mission is to support the work of these colleges and the national movement for tribal self-determination. Its mission statement identifies four objectives: maintains commonly held standards of quality in American Indian education; supports the development of new tribally controlled colleges; promotes and assists in the development of legislation to support American Indian higher education; and encourages greater participation by American Indians in the development of higher education policy. AIHEC's role in the DoD Technical Assistance Program:

- Serves as the primary focal point for providing technical assistance to the nation's American Indian Tribal Colleges and Universities (TCUs).
- Coordinates with TCUs to determine technical assistance requirements; identifies competitive contract/grant and other educational program opportunities throughout DoD; assists in providing instructions in proposal development/writing and project administration.
- Gathers, coordinates, and disseminates DoD and other federal agency information to its member institutions.
- Provides for better understanding of the mission, programs, and contract/grant procedures of DoD to increase the number and the competitiveness of TCU proposals in response to DoD initiatives and programs by assisting in developing their ability and expertise to better identify and participate in DoD grant and contract opportunities.

- Assists in coordinating requirements, to include AIHEC presentations and the involvement of AIHEC member institutions for all annual conferences and/or regional workshops that will be conducted in support of DoD's Technical Assistance Program for HBCUs/MIs.
- Assists in the coordination of workshops, conferences, meetings and consolidating/editing quarterly activity reports and newsletters in support of DoD's Technical Assistance Program for HBCUs/MIs.

Technical assistance provided by IDAP is as follows:

### **Technical Assistance Conferences**

DoD Technical Assistance Conferences are conducted biannually. They support the DoD Small and Disadvantaged Business Utilization (SADBU), HBCU/MI Technical Assistance Program focusing on the following:

- Opportunities in the Department of Defense
- Developing winning proposals
- Identifying funding opportunities
- Developing projects that meet a federal agency need
- Donated and surplus government property availability/procedures
- Electronic Commerce Resource Centers
- Broad Agency Announcements (BAAs) and Request for Proposals (RFPs)
- National Security Education Program (NSEP)
- Faculty and student development programs
- Availability of DoD unclassified technical information
- Other DoD opportunities to include SBIR/STTR

### **October 2000 Conference Events**

IDAP's **first** conference for the contract year was held in Atlanta, GA, October 15-17, 2001, co-hosted by Morehouse College. Over 1600 invitational flyers were mailed to HBCUs, HSIs, TCUs and MIs across the country to advertise the conference. The mailings were sent to at least three offices on each campus, reaching either the President's Office, Academic Affairs, Department Chairs, Sponsored Programs Personnel and/or Study Abroad Offices. Flyers were also mailed to prime contractors, DoD and other federal agencies, as well as participants from past conferences and workshops. Additionally, reminders were e-mailed and/or faxed to this same audience. ScienceWise, Inc. also distributed this information over its Federal Opportunity Alert (FOA) mechanism reaching over 3000 faculty members registered on this service. Mr. Harold Eaton, Program Manager for DoD SADBU sent emails to the DoD sector. A personal letter was sent to the presidents of UNCF member institutions to encourage participation. Every effort was made to reach as many participants as possible.

Forty-seven HBCUs/MIs (thirty-four HBCUs, eight HSIs, three TCUs, and, two MIs ) were represented. There were one hundred fifty-seven attendees (sixty-six from HBCUs, eight from HSIs, five from MIs, four from TCUs), and seventy-four others (DoD, federal agencies and businesses). There were eleven exhibitors representing DoD, federal and private agencies and educational institutions.

**October 16, 2000.** The conference began with welcoming remarks from Mr. Aaron Andrews, Director of IDAP, and Dr. Walter E. Massey, President of Morehouse College. The keynote presentation was delivered by Colonel Curtis Wright, USAF, Deputy Director, Office of Small and Disadvantaged Business Utilization (SADBU).

**The Department of the Navy** presentation was provided by Mr. Anthony Junior, Director HBCU/MI Program Office, Office of Naval Research and Captain Thomas R. Daniel USN, Special Assistant to the Chief of Naval Operations.

**The Department of the Army** presentation was led by Mr. Ronald Blakely, HBCU/MI Program Manager, U.S. Army SADBU; along with Mr. Clinton Brown, Electronic Engineer, U.S. Army CECOM; Mr. Richard Bailey, Small Business Specialist, U.S. Army AMC; Ms. Jenny Haire, HBCU/MI Program Manager, U.S. Army ARO.

**The Question and Answer Panel Discussion** was moderated by Mr. Harold Eaton, Program Manager, Department of Defense HBCU/MI Program, SADBU. Panelists included: Mr. Ronald Blakely, Mr. Anthony Junior, Mr. David Saren, U.S. Special Operations Command; and Ms. Deborah Hayes, Minority-Serving Institutions Program Manager, Office of the Secretary, Office of Civil Rights, Department of Commerce.

General Frank J. Anderson, Jr. USAF (Ret.) President, Defense Acquisition University, was the luncheon speaker.

**The Small Business Innovation Research (SBIR)/ Small Business Technology Transfer (STTR)** presentation was provided by Ms. Connie Jacobs, SBIR/STTR Program Manager, Defense Advanced Research Projects Agency (DARPA).

**Concurrent Workshops** were provided: (1) SBIR/STTR, facilitated by Ms. Connie Jacobs and Dr. Robert Shepard, CEO Science and Engineering Alliance (2) National Security Education Program (NSEP), facilitated by Dr. Margery A. Ganz, Director of Study Abroad, Spelman College, Atlanta, GA.

**The Networking Reception** was hosted by Morehouse College at the Sheraton Atlanta Hotel.

**October 17, 2000.**

**The Federal Surplus Property Opportunities** presentation was led by Ms. Ann Hayes, Computer Specialist, Educational Institutions Partnership Program, Defense Information Systems Agency.

**The Panel Discussion with University Affiliated Research Centers** was moderated by Mr. Harold G. Eaton. Panelists included: Dr. Gwendolyn Boyd, Research Scientist, Assistant for Development Programs, The Johns Hopkins University Applied Physics Lab; Ms. Lisa McFarland, Research Scientist Associate, The University of Texas at Austin Applied Research Lab; Dr. Ray Hettche, Executive Director, The Pennsylvania State University Applied Research Lab; Mr. Tom Horton, Senior Research Associate, Manager, Industrial Development and State Programs, Georgia Tech Research Institute.



**The Broad Agency Announcements (BAA) Opportunities for HBCUs/MIs** presentation was led by Dr. Pravat K. Choudhury, HBCU/MI Faculty Fellow, SADBUE and Dr. Juergen Pohlmann, Physical Scientist, Ballistic Missile Defense Command (BMDO).

**The Federal Information Exchange/Minority Online Information Systems (FEDIX/MOLIS)** presentation was led by Mr. Russell Peek, Director MOLIS Program, ScienceWise, Inc.

**The Federal Agency Roundtable topic: "Minority Opportunities in the New Millennium in the Federal Sector"** was moderated by Mr. Harold G. Eaton. Participants included: Mr. Theodore Blakeney, Special Assistant to the Director, Extramural Associates Program, National Institute of Health; Mr. Jimmy H. Bridgeman, Deputy Regional Administrator, U.S. General Services Administration SE Sunbelt Region; Ms. Jeanette L. Brown, Director, OSDBU, U.S. Environmental Protection Agency; Dr. Carl S. Person, HBCU Program Manager, Minority University Research and Education Division, NASA; Ms. Theresa Everette, Director, Human Resources and Mr. Everett Jordan, Program Manager, HBCU/MI Program, National Security Agency.

**Growing Your Sponsored Program Office in an Ever-Changing Environment: Developing Winning Proposals** was presented by Mr. Ronald Fontenot, Professor of Contract Management, Defense Acquisition University.

**Understanding the DoD Budget Process** was led by LTC. Bernard Witten, Professor of Contract Management, Defense Systems Management College, Ft. Belvoir, VA.

### **February 2001 Conference Events**

The **second** DoD HBCU/MI Technical Assistance conference for the contract year was held in Miami, Florida. This conference was co-hosted by Florida International University and held on February 11-13, 2001. In order to publicize the conference, over 1500 announcements were mailed to HBCUs, HSIs and TCUs across the country. These announcements were sent to at least three offices on each campus, reaching either the President's Office, Academic Affairs, Department Chairs, Sponsored Programs Personnel and/or Study Abroad Offices. This distribution list included contractors, businesses and persons who have been added to the IDAP database from previous outreach efforts. In addition, ScienceWise, Inc., distributed this information over its Federal Opportunity Alert (FOA) mechanism that is delivered to over 3000 faculty members registered on this service. In addition, over 1500 invitational flyers, which included registration forms, were mailed to the same assembly. The Hispanic Association of Colleges and Universities (HACU) sent over 900 letters with conference information to its constituency. IDAP advertised the conference in the Miami Herald on January 14<sup>th</sup> and January 21, 2001 and in the January 2001 edition of Black Issues in Higher Education. Every effort was made to reach as many participants as possible.

**February 11, 2001.** Registration began on Sunday from 3:00 p.m. to 7:00 p.m. with a concurrent hospitality function. This arrangement facilitated better networking, as participants arrived to register they found other registrants enjoying refreshments and a general social atmosphere.

**February 12, 2001.** The conference was opened and attendees welcomed by Mr. Aaron Andrews, Deputy Vice President, UNCFSP. Mr. Andrews introduced Mr. Gilbert Knowles, the incoming director of IDAP and Dr. M. Ali Ebadian, Director of the Hemispheric Center for Environmental Technology at Florida International University. Dr. Ebadian provided welcoming remarks on behalf of Dr. Modesto Maidique, President of Florida International University. Ms. Liz Lowe, President and CEO, UNCFSP, provided welcoming remarks and introduced Colonel Curtis Wright, USAF, Deputy Director, Office of Small and Disadvantaged Business Utilization who spoke on behalf of Mr. Robert L. Neal, Director, DoD Office of Small and Disadvantaged Business Utilization.

**The Department of the Army** presentation was led by Ms. Tracey L. Pinson, Director, Army Office of SADBUI. Other presenters were Ms. Adrienne Cheniqua Sapp, Operations Research Analyst HBCU/MI Program Manager, Army TACOM-ARDEC; and Mr. John Byers, Chief, Technology Applications and Laboratory Management, HQAMC.

**The Department of the Navy** presentation was led by Captain Thomas R. Daniel, Special Assistant to the Chief of Naval Operations. Additional presenters were three locally stationed Navy recruiters who discussed Navy opportunities.

Mr. Anthony J. Deluca, Director, Air Force Office of SADBUI, was the luncheon speaker.

**The Department of the Air Force** presentation was provided by Dr. Alain E. Hunter, Program Manager, Air Force HBCU/MI Program, SADBUI in conjunction with Ms. Carolyn Fortune, Program Manager, Air Force Interactive Electronic Mall; Ms. Marylee Baker, Assistant Chief, Voluntary Education Branch, Education and Training Division; and Ms. Janie Campos, Small Business Specialist.

**The Question and Answer/ Panel Discussion** was moderated by Mr. Harold Eaton. Panelist included: Mr. Ronald Blakely, Program Manager Army HBCU/MI Program, SADBUI; Mr. Anthony Junior, Director Navy HBCU/MI Program Office; and Dr. Alain Hunter, Program Manager, Air Force HBCU/MI Program SADBUI.

**Concurrent Workshops** were provided: (1) The Air Force Interactive Electronic Mall (IEM) "hands-on" application was led by Dr. Alain E. Hunter, Program Manager, Air Force HBCU/MI Program, SADBUI (2) Minority Online Information Service (MOLIS) led by Mr. John Rodman, President and CEO, ScienceWise, Inc., and Mr. Russell Peek, Director, MOLIS Program, ScienceWise, Inc. (3) National Security Education Program (NSEP) Undergraduate, Graduate and Institutional Opportunities facilitated by Dr. Ivy McQuiddy, Assistant Director, International Office for Study Abroad, University of Texas at Austin.

**A Reception** was hosted by Florida International University (FIU) at the Graham Student Center. The reception included a walking tour of the campus to include the Hemispheric Center for Environmental Technology and the FIU museum.

**February 13, 2001.**

**The Federal Surplus Property Opportunities** presentation was provided by Ms. Sharon Sellers, Chief, Defense Special Programs Division, Office of the Chief Information Officer, Defense Information Systems Agency (DISA).

**A Panel Discussion on Opportunities in the 21<sup>st</sup> Century in the Private Sector** was moderated by Mr. Harold G. Eaton. Panelists included: Dr. Allen Atkins, Executive General Manager, Engineering Technology, Phantom Works, Boeing Co., Inc.; Mr. John M. Jones, Manager, Business Plans and Controls and University Outreach, Lockheed Martin/Naval Electronics and Surveillance Systems; and Mr. George Otchere, Senior Vice President, Corporate Development, Science Applications International Corporation (SAIC).

**The HBCU/MI Resources** presentation was facilitated by Dr. Pravat K. Choudhury, HBCU/MI Faculty Fellow, SADBUI, Ballistic Missile Defense Organization (BMDO); Ms. Wendy Hill, Program Manager, SBIR Defense Technical Information Center (DTIC); and Mr. Russell Peek, Director, MOLIS Program, ScienceWise, Inc.

Brigadier General Frank J. Anderson, Jr., USAF (Ret.) President, Defense Acquisition University, was the luncheon speaker.

**Federal Agency Roundtable: Opportunities in the 21<sup>st</sup> Century in the Federal Sector** was moderated by Mr. Harold G. Eaton, Program Manager, DoD HBCU/MI Program, SADBUI. Presenters included Dr. Carl S. Person, University Programs Specialist, Minority University Research and Education Division (MURED), National Aeronautics and Space Administration (NASA); Ms. Carolyn E. Knowles, Project Manager, NASA Administrator's Fellowship Program (NAFP), UNCFSP; Ms. Charlene D. Dorn, Project Manager, NASA Curriculum Improvement Partnership Award Program (CIPA), UNCFSP; Mr. Lloyd Jones, State Director, Department of Agriculture Rural Development; Mr. David Sutton, Deputy Director, Office of Small and Disadvantaged Business Utilization, Environmental Protection Agency (EPA); Mr. Mark Oliver, Acting Director, Office of Educational Partnerships, Department of the Interior; Ms. Sylvia Jones, Senior Program Specialist, Office of Educational Partnerships, Department of the Interior.

## **Regional Workshops**

IDAP successfully conducted eleven Regional workshops consisting of: three Electronic Research Administration (ERA) workshops; three National Council of University Research Administrators (NCURA) Fundamentals of Sponsored Projects workshops; four National Security Education Program (NSEP) workshops; and one Developing Winning Proposals workshop. The workshops were conducted on the campuses of those minority institutions identified by our subcontractors—the Hispanic Association of Colleges and Universities, the American Indian Higher Education Consortium and the National Association for Equal Opportunity in Higher Education. The subcontractors acted as liaisons to each community and were responsible for assisting with the coordination and administrative logistics of the workshops.

**The Electronic Research Administration Workshop led by ScienceWise, Inc.** is designed for both new and seasoned faculty, administrators, and operational personnel to assess the business issues, technical requirements, implementation mechanisms and overall impact of ERA at an institution. Following the ERA workshop, participants are able to distinguish the technical applications and systems supporting ERA and electronic commerce in higher education; identify federal ERA initiatives in pre and post-award administration; specify the applications and uses of electronic standards in sponsored programs, finance and other administrative units; identify strategies and use planning tools to evaluate ERA implementation.

#### **ERA Workshop, United Tribes Technical College**

The **first** ERA workshop was held in Bismarck, North Dakota at United Tribes Technical College on September 29, 2000. Mr. Joe Bass and Mr. Russell Peek from ScienceWise, Inc., were the instructors. There were fourteen participants from eight institutions (seven TCU's and one MI). Invitations were sent to institutions in close proximity to the co-host institution to apprise them of this opportunity. This ERA workshop was done in conjunction with the National Council of University Research Administrators -Contract/Grant Administrative workshop.

#### **ERA Workshop, University of New Mexico**

The **second** ERA workshop was held in Albuquerque, New Mexico at the University of New Mexico-Albuquerque on November 3, 2000. Mr. Joe Bass and Mr. Russell Peek provided the training. Invitations were sent to those minority institutions that are in close proximity to the co-host institution. There were fourteen participants, all from the University of New Mexico.

#### **ERA Workshop, Bennett College**

The **final** ERA workshop was held in Greensboro, North Carolina at Bennett College on March 16, 2001. Mr. Joe Bass and Mr. Russell Peek provided this fundamental training. Again, invitations were sent to those minority institutions in close proximity to the co-host institution. There were fourteen participants representing eight HBCU's.

**The Fundamentals of Sponsored Programs Administration led by the National Council of University Research Administrators (NCURA)** targets those new and experienced individuals involved in grant and contract administration who are faced with the challenges, requirements, regulations, faculty assistance, resource information gathering, negotiation, reporting and many other tasks. The workshop provides an overview on all aspects of award administration including preparation and internal review of the proposal; negotiation and acceptance of an award; and financial and administrative management, closeout and audit. Both the financial and non-financial administrator is presented a comprehensive overview of this complex and constantly changing administrative environment.

#### **NCURA Workshop, United Tribes Technical College**

The **first** NCURA workshop was held on September 27-28, 2000 at United Tribes Technical College in Bismarck, North Dakota. This workshop was held jointly with an ERA workshop on September 29, 2000. The workshop is designed for those individuals involved in sponsored project administration during the pre and post-award phases. Dr. Marianne Rinaldo Woods, Ms. Josephine Barnes and Ms. Carol Quintana facilitated. Invitations were mailed to institutions in the targeted area. ScienceWise, Inc. also posted the invitation to its website announcing the opportunity for minority institutions to participate. There were seventeen participants who took part in the two-day intensive training, representing eight institutions (seven TCUs and one MI).

#### **NCURA Workshop, LeMoyne – Owen College**

The **second** two-day NCURA workshop took place on the campus of LeMoyne-Owen College on December 7-8, 2000 in Memphis, Tennessee. The faculty representing NCURA was Dr. Marianne Rinaldo Woods, Ms. Josephine Barnes, and Dr. Mildred Huff Ofosu. Invitations were sent to neighboring minority institutions. ScienceWise, Inc. also posted the invitation to its website. As a result, there were ten attendees representing seven HBCUs.

#### **NCURA Workshop, University of the Incarnate Word**

The **final** NCURA workshop was held on April 5-6, 2001 at the University of the Incarnate Word in San Antonio, Texas. There were twenty-seven participants representing thirteen HSIs and four HBCUs. Facilitators were Dr. Marianne Rinaldo Woods, Ms. Carol Quintana and Ms. Laura Wade.

#### **National Security Education Program (NSEP)**

NSEP is a program for undergraduate and graduate students to compete for awards to study abroad. The program also offers a competition for institutional grants. As awards are often made during the month of February, IDAP sponsored four workshops to increase participation among HBCUs, HSIs and TCUs. The workshops provided information and practical hands-on assistance on the NSEP Institutional Grant process; and the application process for the National Security Education Program Individual Grant. NSEP equips students with language training and cultural work experience in critical global issues.

#### **NSEP Workshop, Richard J. Daly College**

The **first** NSEP Workshop took place on October 19, 2000 at the Richard J. Daly College in Chicago, IL. Dr. Ivy McQuiddy, Coordinator of Study Abroad at the University of Texas at Austin facilitated the workshop. Invitations were mailed to surrounding minority institutions. There were thirteen participants representing four institutions; three HSI's and one MI.

#### **NSEP Workshop, University of New Mexico**

The **second** NSEP Workshop was held November 3, 2000 at the University of New Mexico in Albuquerque, New Mexico. Dr. Margery Ganz, Coordinator for Study Abroad at Spelman College, was the facilitator. Invitations were mailed to surrounding minority institutions. There were thirty-one participants from two HSIs.

### **NSEP Workshop, St. Mary's University**

The **third** NSEP workshop was held on November 17, 2000 at St. Mary's University in San Antonio, Texas. Dr. Ivy McQuiddy, Coordinator of Study Abroad at the University of Texas at Austin facilitated the workshop. There were eighteen participants from seven institutions; two HBCUs and five HSIs.

### **NSEP Workshop, LeMoyne-Owen College**

The **fourth** NSEP workshop was held at LeMoyne-Owen College in Memphis, Tennessee on December 6, 2000. Dr. Margery Ganz, Coordinator of Study Abroad at Spelman College, and Dr. Ed Collier, Assistant Director for External Affairs at NSEP, presented the workshop. Again, invitations were mailed to the surrounding minority institutions. There were nine participants from five HBCUs.

### **Developing Winning Proposals Workshop, Radisson Mart Plaza Hotel, Miami, Florida**

This workshop took place at the Radisson Mart Plaza Hotel in Miami, Florida on February 10, 2001 and was billed as a pre-conference workshop. It was presented one day before the start of the second DoD Technical Assistance Conference. Twenty-seven participants attended the workshop. This workshop led by Dr. Marianne Rinaldo Woods, Assistant Vice President for Research at the University of Texas, Arlington, concentrated on developing winning proposals.

### **Federal Surplus Property Program**

The Federal Surplus Property Program provides assistance to institutions that are interested in receiving federal personal surplus property. Eligible institutions include Accredited Minority Post-Secondary Institutions.

During this current budget year, thirty-two (32) institutions received donated and surplus property valued at \$2,475,844.

|                                 |                                   |
|---------------------------------|-----------------------------------|
| Albany State                    | Lincoln University                |
| Barber-Scotia College           | Meharry Medical College           |
| Benedict College                | Morehouse College                 |
| Bennett College                 | Morgan State University           |
| Bethune-Cookman College         | Norfolk State University          |
| Central State University (Ohio) | North Carolina Central University |
| Cheyney University of PA.       | Oakwood College                   |
| Delaware State                  | Paul Quinn College                |
| Edward Waters College           | Southern University/ New Orleans  |
| Fisk University                 | Southern University/ Shreveport   |
| Hampton University              | Spelman College                   |
| Hinds Community College         | St. Philip's College              |
| Jackson State University        | Texas College                     |
| Jarvis Christian College        | Tougaloo College                  |
| Lane College                    | Virginia Union University         |
| Langston University             | Wiley College                     |

## **DoD/IDAP Website**

**Information Technology/Internet.** IDAP continues to maintain and monitor the website for DoD Office of Small and Disadvantaged Business Utilization and the website for UNCFSP/IDAP. The DoD site provides information and links for the department's HBCU/MI Technical Assistance Program and can be accessed at [www.acq.osd.mil/sadbu/hbcumi](http://www.acq.osd.mil/sadbu/hbcumi). This site is linked to the IDAP website at [www.uncfsp.org/idap](http://www.uncfsp.org/idap).

The site introduces new technologies and databases to the IDAP homepage with capabilities such as an Internet search engine that searches for federal grants and contract opportunities; event schedules and online registration; as well as information and direct links for various DoD activities, regulations and announcements. The site also introduces conference and workshop participants to the advantages of using on-line capabilities to research opportunities, download presentations and link to the various DoD and federal sites.



## **Reportable Outcomes**

**During the course of this year, the IDAP program accomplished the following:**

- Coordinated and directed information to the 669 Minority Institutions on the Department of Education's annual Accredited Postsecondary Minority Institutions list.
- Provided information to approximately 300 individuals to research opportunities, grants, internships and fellowships available in the DoD and Federal Government Community.
- Established a climate for the exchange of ideas and concerns (networking).
- Facilitated the training of over 42 faculty members from Minority Institutions on Electronic Research Administration.
- Assisted over 170 minority colleges and universities by planning, organizing and conducting two technical assistance conferences and eleven regional workshops.
- Facilitated the training of 71 students and /or faculty members from minority institutions on issues affecting study abroad.
- Maintained and monitored the Department of Defense and IDAP websites which are continuously being updated and improved.
- Facilitated the training of 92 faculty members from minority institutions on proposal writing.
- Involved relevant DoD programs and personnel from the Army, Navy, and Air Force in training and workshops.
- Assisted the staff and faculty at HBCUs/MIs to understand the mission, programs, and contract /grant procedures of the DoD.



## **Conclusion**

In conclusion, the Infrastructure Development Assistance Program (IDAP) successfully completed the requirements of Cooperative Agreement DAMD17-98-2-8012. This program has assisted OSADBU in enforcing three recent Executive Orders for HBCUs/MIs: Executive Order #12928, *Promoting Procurement with Small Businesses owned and controlled by Socially and Economically Disadvantaged Individuals, Historically Black Colleges and Universities, and Minority Institutions* (1994); Executive Order #12876, *Historically Black Colleges and Universities* (1993); and Executive Order # 13021, *Tribal Colleges and Universities* (1996).

The partnerships formed with the National Association for Equal Opportunity in Higher Education (NAFEO); the Hispanic Association of Colleges and Universities (HACU); and the American Indian Higher Education Consortium (AIHEC), have proven to be invaluable as we continue to work together towards improving the abilities of all minority institutions to compete for millions of dollars available for research.

We continue to conduct Technical Assistance Conferences and Regional Workshops on the "hows" and "whys" of doing business with DoD and the federal community. To accomplish this, we involve relevant DoD programs and personnel from the Army, Navy, and Air Force in training and workshops. We strengthen DoD-related research and academic programs at HBCUs/MIs through the acquisition of donated DoD property. This comprehensive program benefits DoD and the nation's HBCUs/MIs.

As a result of IDAP, DoD will involve more HBCUs/MIs in its initiatives and programs. Many HBCUs/MIs will enhance their knowledge of DoD programs and strengthen their institutional infrastructure and capacity to provide timely responses to DoD grant and contract opportunities.